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1 October 1957

MEMORANDUM FOR: Chief, Finance Division

SUBJECT: [REDACTED]

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1. In the wake of detailed discussions with [REDACTED] by representatives of IO Division and the Finance Division, and in subsequent review and analysis of all available financial records concerning the personal account of [REDACTED] and projects [REDACTED] representatives of both participating offices have concluded that all possible avenues of audit and compromise have been exhausted.

2. At this date, and assuming that the O&L Branch concerned approves all accountings and re-certifications subsequent filed with it as a result of these sessions, it is firmly believed that the best course of action is to invoice [REDACTED] on the basis of unaccounted for project funds in the amount of \$889.73, as follows:

Unaccounted for balances reported
22 July 1957:

[REDACTED] (Personal)

\$ 8,917.42
12,563.63
4,331.27
\$ 25,812.32

Less: Refund not identified
by Project

18,867.80

Balance

\$ 6,944.52

Less: Liquidated Personal Account

4,331.27

\$ 2,613.25

Less: Subsequent accounting of
[REDACTED] funds

1,723.52

Unaccounted for balance

\$ 889.73

3. However, attention is invited to the fact that in making settlement with [REDACTED], the Agency owes him certain credits comprising salary and travel reimbursements, which will exceed in total the unaccounted for project balance of \$889.73 by several hundred dollars. Final settlement with [REDACTED] should be based on all these factors.

4. If you concur in settling with [REDACTED] at this time and on the basis outlined in paragraph 3, please indicate your concurrence on the appropriate copy of this memorandum and return it to this Division. We shall then execute the necessary documentation for final termination of [REDACTED], i.e., letter of resignation, termination secrecy agreement, refund of his Civil Service Retirement deductions, etc.

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5. We wish at this time to express our sincere appreciation of the time and effort put forth by your O&I Branch representatives in assisting us through this unfortunate and delicate exercise.

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Chief, Branch 3
International Organizations Division

CONCUR:

25X1A9a

Chief, Finance Division

10 October 1957
Date

This action reviewed by
Comptroller 10/10/57 and
concurred in by him.

LJB

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